**Conference Record Keeping**

**Weekly Class List**

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| --- | --- | --- | --- | --- | --- |
| **Name** | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
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**X = in-workshop conference**

**I = extended interview**

**S = chosen for share**

**Conference Record Keeping**

**Student-Level Notes**

Student Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| --- | --- | --- | --- |
| Date | Topic/Key Questions | Noticings | Teaching Points/Next Steps |
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**Homework Record Keeping**

**Weekly Class List**

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| --- | --- | --- | --- | --- | --- |
| **Name** | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
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**√ = completed and turned in on time**

**L = completed and turned in late**

**X = missing**

**In-class Record Keeping**

**Weekly Class List**

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| --- | --- | --- | --- | --- | --- |
| **Name** | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
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**√ = daily task or progress completed**

**X = daily task or progress not completed**

**Daily in-class work**

**Monday:**

**Tuesday:**

**Wednesday:**

**Thursday:**

**Friday:**